



Waukesha
COUNTY
OFFICE OF
EMERGENCY MANAGEMENT

**WAUKESHA COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
MEETING MINUTES**

September 26, 2018 1:30 p.m.

Menomonee Falls Police Department

W156N8480 Pilgrim Rd., Menomonee Falls, WI 53051

In Attendance: Al Davies, Tony Feck, Bridget Gnad, Steve Howard, Al Laconte, Matt Redmann, Anna Ruzinski (Jeff Knop), Kathy Schwei, Sarah Ward, Rich Warnecke

Absent: Jim Batzko, Bart Engelking, Ben Jones, Glenn Leidel, Sherri Stigler

Guests: Lyle Boucher, Peter Jensen, Tom Nelson

1. Call to Order

The meeting was called to order by Matt Redmann at 1:35pm.

2. Meeting Location Specific Instructions for Emergency Evacuation or Shelter in Place

Jeff Knop provided instructions.

3. Approval of Minutes of September 26, 2018 Meeting

The minutes of the June 20, 2018 meeting were approved. **Motion by Al LaConte, second by Steve Howard to approve the minutes. All members present voting AYE, motion carried.**

4. Public Comment

None.

5. Countywide Hazard Mitigation Plan Updates

Kathy Schwei provided an intro to the Hazard Mitigation Plan—its purpose, its history, its components, its requirement for annual updates, and the funding process for identified mitigation actions. Peter Jensen of the Eagle Spring Lake Management District offered a new mitigation action that would improve the Kroll Outlet discharge system and ensure physical security of critical infrastructure protection systems.

6. Invoice Review – Discussion and Action

Schwei reported that the invoices discussed at the June 20 meeting for incidents at Oconomowoc High School, Brookfield East High School, and the Hwy 41 Diesel Release in Menomonee Falls were all paid.

Invoices will be sent for responses by the City of Waukesha Hazmat Team to an incident at NCL Graphics in Pewaukee in July and at a Pewaukee well site in August.

7. Off-site Plan Acceptance – Discussion and Action

Schwei summarized the off-site response plans for each of the facilities below. **Motion by Rich Warnecke, second by Tony Feck to accept the plans listed below as presented. All members present voting AYE, motion carried.**

- a. Balax, 1212, Merton, Update
- b. Cargill Meat Solutions, 12936, Butler, Update
- c. EnerSys, 200271, Menomonee Falls, Update
- d. Generac – Eagle, 153558, Eagle, Update
- e. Generac – Genesee, 30756, Waukesha, Update
- f. GKN Sinter Metals, 57015, Menomonee Falls, Update
- g. Hartland Well #3, 58887, Hartland, Update
- h. ITU AbsorbTech, 93021, New Berlin, Update
- i. Oconomowoc Memorial Hospital, 79790, Oconomowoc, Update
- j. Oconomowoc Waste Water Treatment Plant, 9006, Oconomowoc, Update
- k. Oconomowoc Well #3, 8997, Oconomowoc, Update
- l. Oconomowoc Well #4 & #6, 11750, Oconomowoc, Update
- m. Oconomowoc Well #7, 20438, Oconomowoc, Update
- n. Roundy's, 196763, Oconomowoc, Update
- o. Storage Battery Systems, 15897, Menomonee Falls, Update
- p. Thomson Reuters Brookfield, 198663, Brookfield, Update
- q. Thomson Reuters Hartland, 198662, Hartland, Update
- r. Verizon Wireless New Berlin MTSO, 177085, New Berlin, Update
- s. Visu-Sewer, 12223, Pewaukee, Update
- t. Wal Mart #1571, 197905, Mukwonago, Update
- u. Waukesha Wholesale Foods, 200170, Waukesha, Update
- v. Mukwonago – USID58172, 201235, Mukwonago, New
- w. Menomonee Falls Distribution Center, 201325, Menomonee Falls, New
- x. Froedtert Healthcare, 201379, Menomonee Falls, New
- y. Bruno Independent Living Aids, 201415, Oconomowoc, New
- z. Medline Hartland, 201387, Hartland, New
- aa. ABB, Inc., 185903, New Berlin, New

8. Incident Review

Schwei recapped the 95 hazardous materials incidents reported since the last LEPC meeting on June 20. Most were natural gas odors or petroleum products spills. See Attachment.

9. OEM Report

Schwei reported on the following activities:

Activities

- Responded to Oconomowoc High School Incident on March 22
- Monthly County Communications Group Meetings, Police & Fire Chiefs Meetings
- Monthly SE Region Emergency Management Coordinator Meetings
- Quarterly Meetings with Homeland Security Partnership, Courthouse Security Committee, and Citizens and Organizations Active in Disasters (COAD)
- EOC Ribbon Cutting on April 10
- Employee Health and Wellness Fair Booth on April 17
- Efforts to Improve WI-TRAC Application as a Communication Tool for Healthcare Partners
- Assisting Parks and Land Use Dept. in Developing Response Plans for Parks Facilities
- Booth at Grace Evangelical Lutheran Church Safety Fair on June 2
- Working with SE WI Incident Management Team and MSOE on software for scanning equipment purchased with grant funding from Healthcare Emergency Readiness Coalition
- Working to develop an IPAWS Testing Program with a broadcaster
- Working on a new departmental business continuity template
- Working on County Budget

Exercises

- Statewide Tornado Drill as part of Tornado and Severe Weather Awareness Week
- Monthly HERC Exercise Planning Meetings
- HERC Closed Pod Workshop/Tabletop Exercise June 6
- Working on a County Functional Exercise in November

Trainings

- Severe Weather Spotter Training at Brookfield Library on March 26
- Continue to Provide and Receive WebEOC Training
- Incident Management Team Training on Drones and WEM Air Coordination Group on April 23
- Attended Pipeline Response Training on May 1
- Attended Family Assistance Center Training on May 2
- Attended Under One Roof Conference in Duluth on May 15-16
- Hosted a Public Information Officer Course on May 17-18
- Attended WI DOJ Counterterrorism Conference on May 22-23

10. Member Reports

None.

11. Schedule Next Meeting Date/Time – Discussion and Action

The next meeting will be Wednesday, December 12, 2018, at 1:30pm in the Waukesha County EOC at 1621 Woodburn Rd. in Waukesha.

12. Adjourn – Action

Motion by Rich Warnecki to adjourn the meeting at 2:36pm, second by Allen LaConte. All members present voting AYE, motion carried.

LEPC Mission Statement

The Waukesha County Local Emergency Planning Committee promotes emergency planning, preparedness, and public awareness to protect Waukesha County's communities and its citizens from the impact of releases of hazardous chemical substances and other disasters.